



Village of Elmwood Park Zoning Recommendations Summary

November 2016



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Introduction

In April 2013, the Village of Elmwood Park adopted its Comprehensive Plan, which was developed in partnership with the Chicago Metropolitan Agency for Planning's (CMAP) Local Technical Assistance (LTA) program, to define the community's vision for the future and identify the steps needed to make this vision a reality. In 2015, the Village again partnered with CMAP's LTA program to help implement the goals of the Comprehensive Plan by reviewing and assessing its Zoning Ordinance. CMAP staff worked with the Village and its Zoning Ordinance Steering Committee to undertake this planning assignment. The planning process was devised to create recommendations for Zoning Ordinance revisions that will provide the Village with a roadmap for updating its zoning regulations in the future.

The purpose of this document is to provide a summary of CMAP's recommendations to update Elmwood Park's Zoning Ordinance. The recommendations describe the modifications that will help the Village utilize techniques found in many modern zoning ordinances throughout the region and forward the goals of its Comprehensive Plan. Additionally, CMAP has prepared an annotated version of the existing Zoning Ordinance, which proposes changes for the existing Zoning Ordinance that would be beneficial, but are relatively minor compared to this document's Key Recommendations.

At the onset of the project, the only available copy of the current zoning map was a black-and-white image, which limited the project team's ability to perform analysis. To remedy this issue, CMAP formatted the Village's zoning data in ArcGIS format for project use, and has created a more user-friendly, full-color zoning map as an additional project deliverable.

Planning Process

The planning process for CMAP's zoning recommendations began in February 2015 as CMAP collaborated with Village staff to define project objectives. Also in February 2015, CMAP met with the Steering Committee to identify overall issues with the Zoning Ordinance, as well as specific parts of the text that have created recurring problems. The Steering Committee was composed of Village officials, staff, and representatives of the Village's business community, all of whom were familiar with the Village's zoning regulations. In April 2015, CMAP performed a series of key stakeholder interviews with residents, Village staff, current and former Village officials, and members of boards and commissions to learn more about their experiences with the Zoning Ordinance and to understand their perspectives on its strengths and weaknesses. CMAP had a final meeting with the Steering Committee in November 2016 to provide a summary of the recommendations in this document and outline significant sections of the Annotated Zoning Ordinance.



Basis of Evaluation

CMAP's evaluation of the existing Zoning Ordinance is based on the comments received from key stakeholder interviews, input from Village staff, and direction from the Steering Committee. In addition, CMAP staff gathered an understanding of existing conditions through field work, review of Village forms and applications, geographic information systems (GIS) analysis, and review of the Comprehensive Plan, the Station Area Plan (2006), and the existing Zoning Ordinance. The recommendations and best practices found in this summary are based on these analyses as well as CMAP staff's experience using and creating modern zoning ordinances.

Using This Document

This Recommendations Summary is a guide for the Village to begin updating its zoning standards as it works to build a more user-friendly Zoning Ordinance. CMAP encourages the Village to use these documents as an overall framework to formulate solutions to its key zoning issues. The Village may need to perform additional research, analysis, and public outreach as it moves forward. The Village may also consider using this document as an initial step in hiring a firm to perform a comprehensive update of the Zoning Ordinance. While this document highlights a number of key issues, the Village should be aware that any firm hired will likely need to revisit at least some of this analysis to familiarize itself with the community and the way that its stakeholders use the Zoning Ordinance.



Key Recommendations

This section of the document presents CMAP's key recommendations to update the Village's Zoning Ordinance. Please note that this section's recommendations are numbered 1 through 9 to facilitate reference and discussion.

1) Reorganize Zoning Ordinance Sections

One of the most effective strategies to make a Zoning Ordinance more user-friendly is to reorganize its sections into more logical elements to communicate key zoning topics. Consolidation of like topics into single sections can also reduce duplication within the Zoning Ordinance narrative that may prove confusing. CMAP's recommendations for reorganization are laid out in Table 1, which lists the existing sections from the current Zoning Ordinance, the recommended revisions for each section, and the proposed section that would result if revised. These recommendations include consolidation of several sections, redistribution of some existing content to other sections, and the creation of two new sections. Table 2 depicts the proposed Zoning Ordinance that would result from the reorganization discussed in Table 1.

The recommended consolidations combine complementary sections of the Zoning Ordinance and resolve instances where zoning standards are repeated in more than one section. For example, CMAP recommends consolidating Section 1401 (Title), Section 1402 (Purpose and Intent), Section 1403 (Interpretation and Separability), and Section 1413 (Effective Date) to create a new version of Section 1401 (Title and Applicability). The similar content of these sections is well-suited to appear in a common location, and should appear at the beginning of the Ordinance to serve as an introduction to the regulations that follow. Similarly, Section 1406 (Residence Districts), Section 1407 (Business, Commercial, Mixed Use Districts), and Section 1407A (Special Districts) should be grouped to create a new Section 1404 (Zoning District Regulations).

In addition to the recommended consolidations, CMAP recommends that content from several sections be redistributed to make regulations easier to find and improve the user-friendliness of the Zoning Ordinance. The content within Section 1404 (General Provisions) would be more appropriately located in other sections, as detailed in Table 3 below. This redistribution of content would result in a more intuitively navigated document, and allow users to locate zoning information more quickly. For example, including zoning regulations related to uses in a newly created section simply titled "Uses" will be found much easier than their existing location within Section 1404 (General Provisions).



Recommended actions displayed in Table 1 are color coded as follows:

Black text	No change
Blue text	Retitle section
Purple text	Redistribute content
Brown text	Consolidate
Green text	New section

Table 1. Reorganization Recommendations

Existing Section	Recommended Revision	Proposed Section
Section 1401 Title	Consolidate into Title and Applicability section	Section 1401 Title and Applicability
Section 1402 Purpose and Intent		
Section 1403 Interpretation and Separability		
Section 1404 General Provisions	Redistribute content per Table 3	n/a
Section 1405 Zoning Districts and Map	Retitle	Section 1402 Establishment of Zoning Districts
n/a	*New*	Section 1403 Uses
Section 1406 Residence Districts	Consolidate into Zoning District Regulations section	Section 1404 Zoning District Regulations
Section 1407 Business, Commercial, Mixed Use Districts		
Section 1407A Special Districts		
Section 1408 Off-Street Parking and Off-Street Loading	Retitle	Section 1405 Off-Street Parking and Loading
n/a	*New*	Section 1406 Landscape
Section 1409 Signs	None	Section 1407 Signs
Section 1410 Nonconforming Structures and Uses	None	Section 1408 Nonconforming Structures and Uses
Section 1411 Administration and Enforcement	None	Section 1409 Administration and Enforcement
Section 1412 Rules and Definitions	Remove “Rules” and include in new Title and Applicability Section	Section 1410 Definitions
Section 1413 Effective Date	Consolidate into Title and Applicability section	Section 1401 Title and Applicability



Table 2. Proposed Zoning Ordinance Organization

Section 1401	Title and Applicability
Section 1402	Establishment of Zoning Districts
Section 1403	Uses
Section 1404	Zoning District Regulations
Section 1405	Off-Street Parking and Loading
Section 1406	Landscape
Section 1407	Signs
Section 1408	Nonconforming Structures and Uses
Section 1409	Administration and Enforcement
Section 1410	Definitions

Table 3. Proposed Section 1404 Content Redistribution

Existing Section 1404 Content	Proposed Location Following Redistribution
1404.01: Control Over Use	Section 1403 Uses
1404.02: Control Over Bulk	Section 1404 Zoning District Regulations
1404.03: Control Over Yards and Other Space	Section 1404 Zoning District Regulations
1404.04: Control Over Setbacks Along Streets and Thoroughfares	Section 1408 Nonconforming Structures and Uses
1404.05: Control Over Accessory Structures and Uses	Section 1403 Uses
1404.06: Air Rights	Move to another location in Municipal Code
1404.07: Lot Divisions	Section 1401 Title and Applicability
1404.08: Trailers, Tents, and Boats	Section 1403 Uses
1404.09: Sewerage and Water Systems	Move to another location in Municipal Code
1404.10: Off-Street Parking and Loading	Delete, duplicative
1404.11: Signs	Delete, duplicative
1404.12: Underground Utility Services	Move to Chapter 10A: Construction of Utility Facilities in Public Rights of Way
1404.13: Storage of Junk, Refuse, and Disabled or Damaged Motor Vehicles	Section 1409 Administration and Enforcement
1404.14: Expansion of Single Family Dwellings By The Construction of Additional Floors	Section 1404 Zoning District Regulations
1404.15: Dormers– Restriction and Size	Section 1404 Zoning District Regulations
1404.16: Antennae	Section 1403 Uses
1404.17: Personal Wireless Telecommunications Facilities	Section 1403 Uses



2) Revise Zoning Districts & Update the Zoning Map

CMAAP recommends consolidating and revising several of the Village's zoning districts based on analysis of the existing zoning districts, conditions of the built environment, and the Comprehensive Plan's Future Land Use Map (FLUM). While the Village has a diverse set of uses and building types within its various zoning districts, there are locations where the uses and the character of the built environment are similar enough that a number of zoning districts could be consolidated. Based on CMAAP's analysis, the Village's 11 existing districts could be consolidated to 10 districts. Consolidating these districts would require revisions to the permitted and special uses in each district as well as the district's bulk and setback standards.

Elmwood Park's Comprehensive Plan seeks to foster mixed use development along the Village's busy commercial corridors. CMAAP recommends transitioning from one existing mixed use district (MU-1) to four mixed use districts to more easily communicate and invite the desired development for each district. The unique character for these districts should be regulated by differences in permitted uses, location, and bulk requirements. Figure 1 displays CMAAP's recommendations for updates to the Village's Zoning Map. Table 5 lists the existing zoning districts on the left and the proposed zoning districts after consolidation on the right. Recommendations displayed in Table 5 are color coded as follows:

Brown text	No change
Blue text	Retitle
Red text	Consolidate
Green text	New district



Table 5. Consolidated Zoning Districts

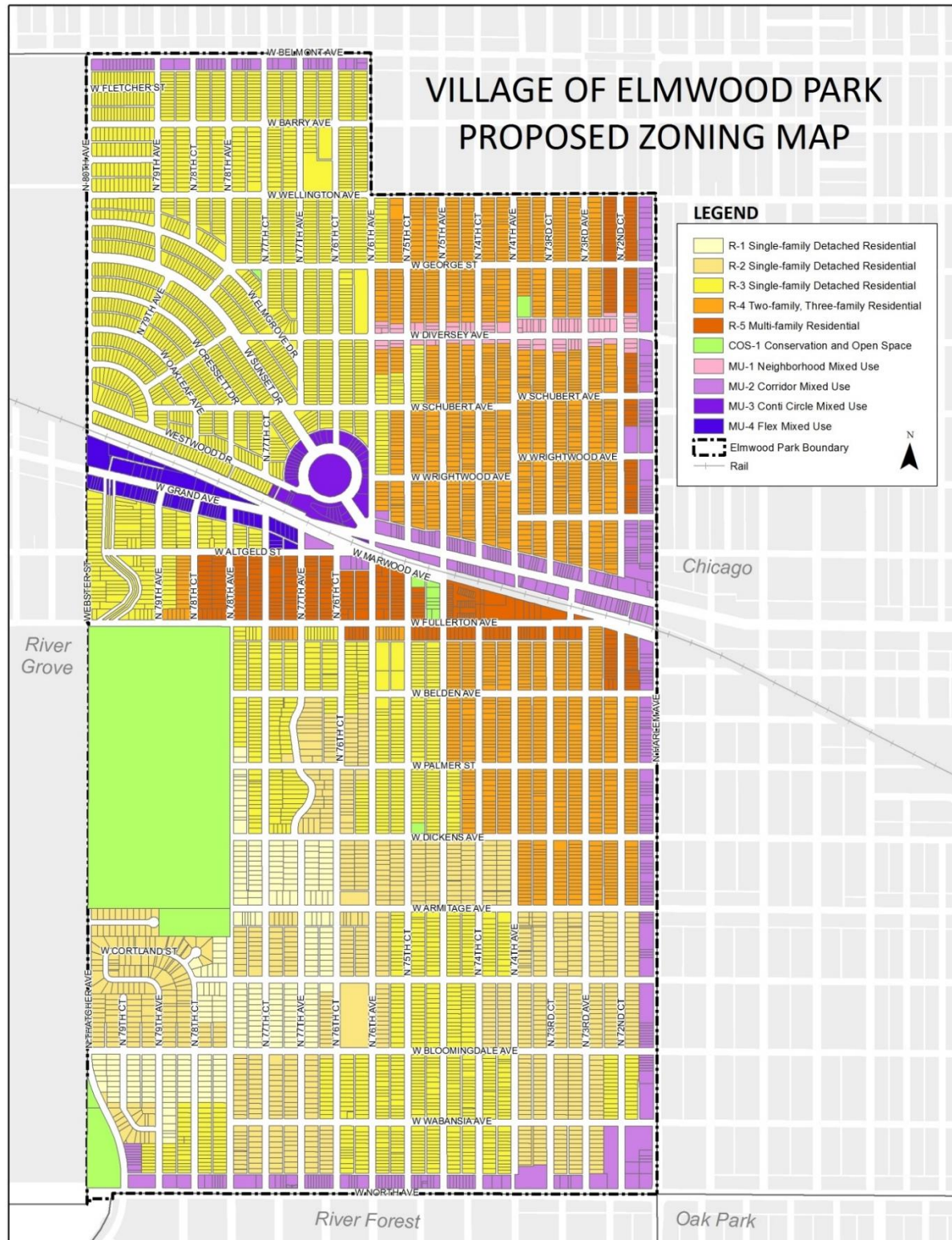
Existing Zoning Districts	Proposed Zoning Districts	Rationale
R-1A Single-family Detached Residential	Retitle R-1 Single-family Detached Residential	User-friendliness improved by removing district titles that convey district standards that build off of a base R-1 District (R-1A, R-1B) but whose district requirements are actually distinct from one another.
R-1B Single-family Detached Residential	Retitle R-2 Single-family Detached Residential	
R-1 Single-family Detached Residential	Retitle R-3 Single-family Detached Residential	
R-2 Two-family, Three-family Residential	Retitle R-4 Two-family, Three-family Residential	
R-3 General Residence	Retitle R-5 Multi-family Residential	Intended district character more clearly communicated
R-4 General Residence	Consolidate into new MU-2 Corridor Mixed Use District	Similarity of existing built conditions and uniformity of desired future development
B-1 Neighborhood Business		
B-2 General Business		
C-1 General Commercial	Retitle MU-4 Flex Mixed Use	Implements FLUM, creates a mixed use district permitting a broad range of uses
MU-1 Mixed Use	MU-1 Neighborhood Mixed Use; Remove Conti Circle area from district	Implements FLUM
COS-1 Conservation and Open Space	COS-1 Conservation and Open Space	Effective as is
New	MU-3 Conti Circle Mixed Use	Implements FLUM, creates distinct mixed use district for the Conti Circle area

CMAP recommends that the existing residential districts remain virtually the same, except that the Village should retitle all districts per Table 5 to improve user-friendliness and more clearly describe the intended character of each district. The proposed R1-R5 ordering would simplify referencing of residential districts and allow easier ordinance navigation for users and staff.

CMAP also recommends that the Village consolidate the B-1 Neighborhood Business District and B-2 General Business District, as there are negligible differences between the character, uses, and requirements of the districts, which are adjacent to one another. The similarity between these areas, as well as the uniform vision for Belmont Avenue indicated in the FLUM, inform the recommendation to consolidate the B-1 and B-2 districts into a newly formed MU-2 Corridor Mixed Use District. The proposed updates would require significant amendments to the Village's existing zoning map. These updates will be necessary to fully implement the Village's vision expressed in the FLUM. At the Village's discretion, the subject parcels may be rezoned proactively to encourage the type of development desired, or incrementally in response to development applications.



Figure 1. Proposed Zoning Map



3) Utilize an Umbrella Use Structure

CMAAP recommends that the Village utilize an umbrella use structure for regulation of uses rather than a lengthy list of every conceivable land use. This structure would combine the existing lists of specific uses into a set of terms that more generally describe uses that share similar characteristics and impacts. For example, specific uses such as “clothing stores,” “book, stationary and school supply,” and “hobby shops” could be replaced with the term “retail goods establishment.” Similarly, uses in the existing Zoning Ordinance such as “barber shop and beauty parlors,” “tailor shops,” “health clubs and gymnasiums,” and other specific uses be included in the term “personal services establishment.” These umbrella uses have the advantage of being broad enough to include a wide range of uses without lengthy (but never complete) lists of specific uses, which may eliminate some need for amendments as new uses emerge (e.g. Hot Yoga Studio).

Within the umbrella use approach, however, the Village retains the ability to control uses with unique impacts, such as cash-for-gold shops and adult uses, by defining each of these terms separately, which would allow the Village to limit their location. Not all uses would be included within a broader umbrella use, just those known to function in a similar fashion. This approach is similar to the Village’s current practice of calculating off-street parking requirements by High-, Low-, and Moderate-Volume Commercial Uses.

Several examples of possible umbrella use definitions are included below:

- **Retail Goods Establishment.** A commercial enterprise that provides physical goods, products, or merchandise directly to the consumer, where such goods are typically available for immediate purchase and removal from the premises by the purchaser. Typical uses include, but are not limited to, bookstore, clothing store, electronics store, grocery store, and jewelry store. “Retail Goods Establishment” shall not include any adult uses or pawn shops.
- **Personal Services Establishment.** An establishment or place of business primarily engaged in the provision of frequent or recurrent needed services of a personal nature. Typical uses include, but are not limited to, beauty shops, barbershops, tanning salons, shoe repair, laundromats, dry cleaners, and tailors. “Personal Services Establishment” shall not include any adult uses or payday loan agencies.
- **Light Manufacturing:** The manufacturing of products from prepared materials or finished products. Light manufacturing processes ordinarily have a minimal impact on the environment and adjacent properties. Typical light manufacturing uses include, but shall not be limited to, the processing, fabrication, assembly, treatment, and packaging of products as well as the incidental storage and distribution of such products.



4) Provide Use Standards for Special and Permitted Uses

Use standards are supplementary requirements for specific land uses that ensure such uses remain compatible with neighboring properties. The existing Zoning Ordinance includes use standards for several special uses in Section 1406.03: Special Conditions. CMAP recommends that this practice be expanded to include use standards for both special and permitted uses in the proposed Section 1404 Uses. Figure 2 lists example use standards for a gas station; Figure 3 provides potential use standards for a sidewalk sale.

Figure 2. Example Use Standards (Gas Station)	
Gas Station	
1.	Location. A gas station shall only be located on a corner lot.
2.	Light Pollution. Lighting shall be designed with luminaires recessed under the canopy to minimize light pollution. The illuminance of the canopy shall not exceed 10 foot-candles as measured at any location on the lot.
3.	Screening. Street frontage not occupied by building or driveways shall be improved with landscape screening in accordance with the requirements of Section 1406.02B (Parking Lot Perimeter Landscape Yard).

Figure 3. Example Use Standards (Sidewalk Sale)	
Sidewalk Sale	
1.	Duration. Sidewalk sales shall be limited to a period of three consecutive days. A maximum of four sidewalk sales shall be allowed for the same retailer within a 12-month period.
2.	Sidewalk Clearance. A minimum of four feet of sidewalk clearance must remain available for pedestrians in accordance with the Americans With Disabilities Act Accessibility Guidelines.
3.	Storage. Merchandise must be stored inside the building during non-business hours.

5) Update Bulk Requirements and Discontinue Use of Outdated Requirements

CMAP recommends that a review of all bulk requirements for consistency with current built conditions be performed, and with the desired character for each district. Analysis should be performed on actual observed conditions (e.g. front setback depth) versus existing Zoning Ordinance requirements, and changed where appropriate, to ensure that future development complements the desired character of each zoning district. For example, an inventory of the Village's physical characteristics can be conducted for each zoning district, and be compared to the existing bulk requirements. This inventory typically consists of performing field work and GIS analysis as well as using Google Street View to collect information on bulk and yard characteristics on the ground.



Additionally, CMAP recommends eliminating unnecessary requirements from the Zoning Ordinance to make the standards more user-friendly and more effective. For example, the existing Zoning Ordinance includes floor area ratio (FAR) limitations, which prescribe how much total floor area a building may have depending on the lot size. FAR is generally used in dense city center locations to control for the height of skyscrapers and the shadows and intensity associated with such development. In Elmwood Park, FAR limitations are superfluous because floor area is already constrained by the Village's parking requirements, maximum height limits, and impervious coverage maximums. CMAP recommends removing FAR requirements from the Zoning Ordinance completely and utilizing other provisions to control bulk.

Finally, the Zoning Ordinance should no longer include a requirement for lot area per dwelling unit, which is an overly complex method of controlling multi-family residential development that prevents more modern types of home construction. The lot area required for various development types can be determined by minimum parking requirements and impervious coverage limitations. Similarly, the separation of bulk standards by dwelling unit type (single-family detached, two-family detached, townhouse, three-family detached, multiple-family) and by use (residential, commercial) should be discontinued in favor of one standard for each requirement for each district, to remove unnecessary complexity and redundancy from the Zoning Ordinance. This recommendation is made on the basis that sufficient controls would be in place for each district's design requirements, and that any key differences between uses will be addressed in the use standards found in the proposed Section 1404 Zoning District Regulations.

6) Use Illustrations to Communicate Information

A greater use of illustrations and flowcharts in targeted locations would complement sections of the Zoning Ordinance that may be difficult to explain solely with text, but are easy to represent graphically. When the Zoning Ordinance presents requirements in a narrative format, it requires more time for users to decipher the provisions, and makes it more difficult to compare requirements across zoning districts. The existing Zoning Ordinance includes tables and illustrations, which assist the user by summarizing information in a way that is much easier to absorb. The Village should also update illustrations to more effectively communicate information. For example, three graphics can be used to convey each zoning district's requirements: (1) a bulk and yard regulations table, (2) a plan-view graphic, and (3) a 3-D graphic. See Table 5, Figure 4, and Figure 5, showing standards for an example district.

Other concepts that may benefit from illustrations include:

- Definitions for terms, such as building height, lot line, lot width, and setback
- Requirements for accessory uses and structures, such as garages and fences
- Sign types
- Landscape requirements



Table 5. Example Bulk & Yard Regulations

Bulk Requirements		
	Minimum Lot Area	10,000 sf
A	Minimum Lot Width	50 ft
B	Maximum Principal Building Height	5 stories and 75 ft
	Maximum Impervious Coverage	90%
Setback Requirements		
C	Minimum Front Setback	0 ft
D	Maximum Front Setback	15 ft
E	Minimum Corner Side Setback	0 ft
F	Maximum Corner Side Setback	15 ft
G	Minimum Interior Side Setback	0 ft
H	Minimum Rear Setback	0 ft
Design Requirements		
I	Minimum Street Frontage	95%
J	Parking Location	Rear yard
	Minimum Transparency	60% of street-facing façades between 2 ft and 8 ft above grade
	Principal Entrance Location	Front or corner side façade

Figure 4. Example Plan-View Illustration

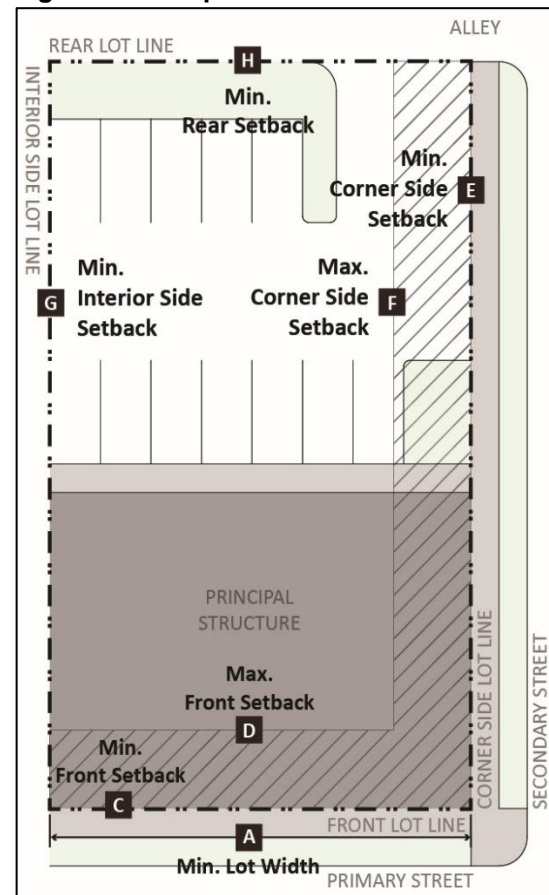
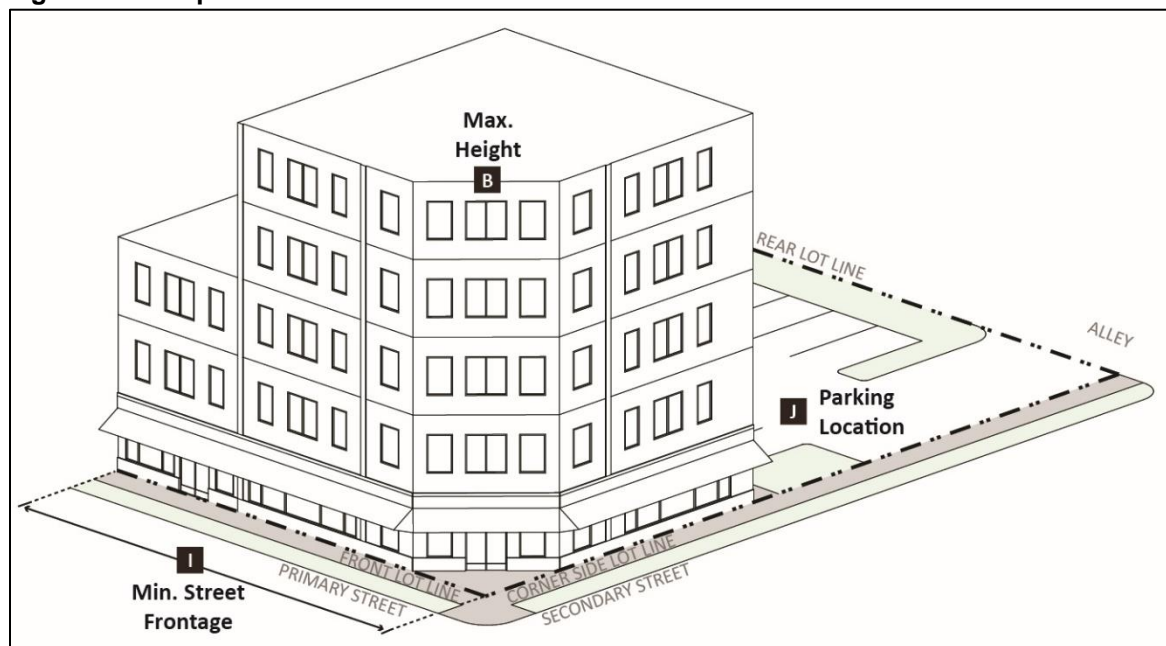


Figure 5. Example 3-D View Illustration



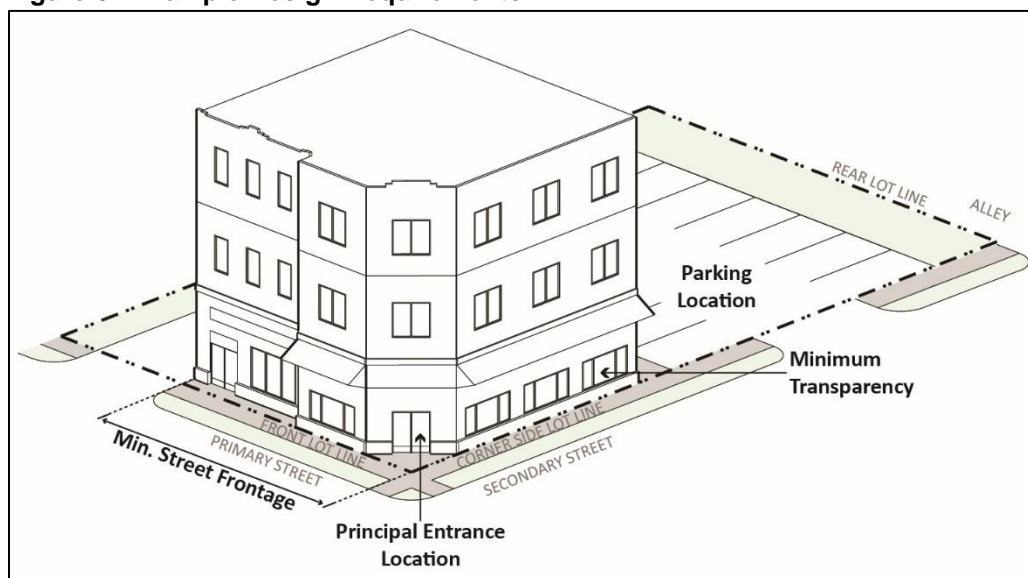
7) Create Design Requirements for Commercial Areas

To enhance the character of the Village's zoning districts, design requirements should be installed for all mixed-use and commercial districts. Form-based zoning standards were mentioned by Steering Committee and stakeholders as potentially appropriate along North, Harlem, and Grand Avenues to ensure that future redevelopment is consistent with the character of the Village's mixed-use corridors and enhances their walkability and vibrancy. Such requirements could include standards for materials, roof type, and façade design. For example, design standards for a mixed-use or commercial district could state that:

- Multi-story buildings shall be designed with a distinct base, middle, and top.
- The ground story (base) of the building shall be defined from the upper stories by an expression line, which is a decorative, three dimensional linear element protruding or indented at least two inches from a building façade.
- Architectural elements shall be incorporated at intervals of no less than 25 feet to vertically divide large flat planes along all street-facing façades in excess of 50 feet.

Figure 6 conveys a number of guidelines that the Village may want to include in its design standards, including minimum street frontage (proportion of street frontage that must be occupied by the principal building's front façade), parking location (the yards in which an off-street parking lot is allowed), minimum transparency (the amount of highly transparent, non-reflective glass required as a percentage of the total area of the street-facing ground story façade), and principal entrance location (the façade on which the principal building entrance must be located). These standards provide guidance to ensure that buildings and parking lots are sited and oriented to maintain walkable, engaging commercial corridors, and make the Village less vulnerable to development inconsistent with these goals.

Figure 6. Example Design Requirements



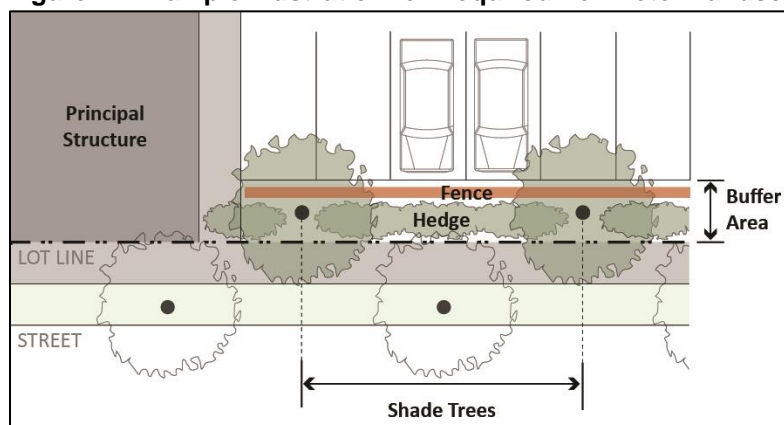
8) Provide Landscape Standards in a New Section

Elmwood Park currently lacks comprehensive landscape requirements in its Zoning Ordinance, despite these requirements being commonplace in similar communities. CMAP recommends creating a new section of the Zoning Ordinance that includes a robust set of landscape standards that will help meet the aesthetic and sustainability goals outlined in the Comprehensive Plan. This section should include provisions that enhance the community's appearance, facilitate the compatibility of adjacent uses, and mitigate the visual impact of parking lots on public rights-of-way. For additional sustainability benefits, the Village could require the use of native plant materials for a portion of the required landscaping. The regulations should be applicable throughout the Village with the exception of single-family and two-/three-family residential zoning districts. To ensure that landscape materials are serving their intended beautification and screening purposes over time, standards for the level of maturity at planting and maintenance of the landscaping elements should be included.

The new landscape standards should include requirements for landscaping of parking lot interiors and perimeters. These requirements help the Village improve the appearance of parking lots while achieving sustainability objectives such as mitigating the intensity of the urban heat island effect and absorbing stormwater runoff. The new regulations should specify how much landscaping (trees and islands) to plant per parking space for new construction and for the expansion or reconstruction of existing parking lots. The Village should create requirements for perimeter landscape yards to screen the visual impact of parking lots from adjacent sidewalks and streets. These standards should specify the minimum width of the perimeter landscape yard and the required frequency for trees, shrubs, and groundcover.

CMAP further recommends that buffer yard and screening provisions be created to buffer more intensive uses from less intensive uses and reduce the visual impact of certain types of development on the public realm. Landscaped buffers should be provided in the side and rear yards of commercial, industrial, and multifamily uses to ease the transition between different uses and zoning districts. The new buffer yard standards should state the required width of the yard and provide requirements to enhance the buffer with trees and fencing (see Figure 7).

Figure 7. Example Illustration for Required Perimeter Landscape Yard



9) Create a Site Plan Review Process

The Village should create a site plan review process that requires the Director of Code Administration to be responsible for reviewing site plans to make sure they meet development regulations, including district design standards. This administrative review would apply to any application involving non-residential new construction or exterior modification of a building, and creates the opportunity to ensure all new development is consistent with district standards. The proposed site plan review process, illustrated in Figure 8, begins with the submittal of an application to the Director of Code Administration. A complete application allows for a swift review and approval by the Director, without requiring a public hearing. This streamlined process is facilitated by clearly stated application requirements allowing verification that zoning district requirements and use standards are met. The Village should include a detailed listing of site plan application requirements in Section 1409 Administration and Enforcement.

Figure 8. Proposed Site Plan Review Workflow



Next Steps

This document provides the Village of Elmwood Park with a substantial number of zoning recommendations, which may be difficult to prioritize. After Village staff and the Steering Committee process this information, it will be necessary to translate these recommendations into Zoning Ordinance amendments. Table 6 provides a suggested sequence for the Village to begin working on the Zoning Ordinance by dividing activities into primary and secondary priorities. Rather than processing these zoning amendments individually, the Village should process a series of omnibus amendments as it revises specific portions of the Zoning Ordinance. As the Village amends the Zoning Ordinance section by section, it will be important for staff to identify inconsistencies that may arise during the course of the project and ensure that standards and references in the existing Zoning Ordinance are moved to subsequent versions of the various sections.

This document provides an outline for the Village to begin substantive work on the Zoning Ordinance if it chooses not to work with a consulting firm, and recommends priority issues to address. Recommended revisions to the Zoning Ordinance are listed below in two groups, those CMAP recommends the Village address first (Primary Priorities), and those that should be undertaken following their completion (Secondary Priorities). First, the Village should perform the reorganization and consolidations described in Recommendation 1, as well as seek out any additional opportunities throughout the Zoning Ordinance to make it more organized and easier to use. Next, changes to the various zoning districts and zoning map should be made (Recommendation 2), as well as revisions to the use and bulk standards for each district (Recommendations 3, 4, and 5).

Table 6. Zoning Ordinance Revision Priorities	
Primary Priorities	Affected Sections
Reorganize Zoning Ordinance Sections (Recommendation 1)	All Sections
Revise Zoning Districts & Update the Zoning Map (Recommendation 2)	Section 1402 Establishment of Zoning Districts; Section 1404 Zoning District Regulations
Utilize an Umbrella Use Structure (Recommendation 3)	Section 1403 Uses
Provide Use Standards for Special & Permitted Uses (Recommendation 4)	Section 1403 Uses
Update Bulk Requirements and Discontinue Use of Outdated Bulk Requirements (Recommendation 5)	Section 1404 Zoning District Regulations
Secondary Priorities	
Use Illustrations to Communicate Information (Recommendation 6)	All Sections
Create Design Requirements for Commercial Areas (Recommendation 7)	Section 1404 Zoning District Regulations
Create a New Landscape Section (Recommendation 8)	Section 1406 Landscape
Create a Site Plan Review process (Recommendation 9)	Section 1409 Administration and Enforcement



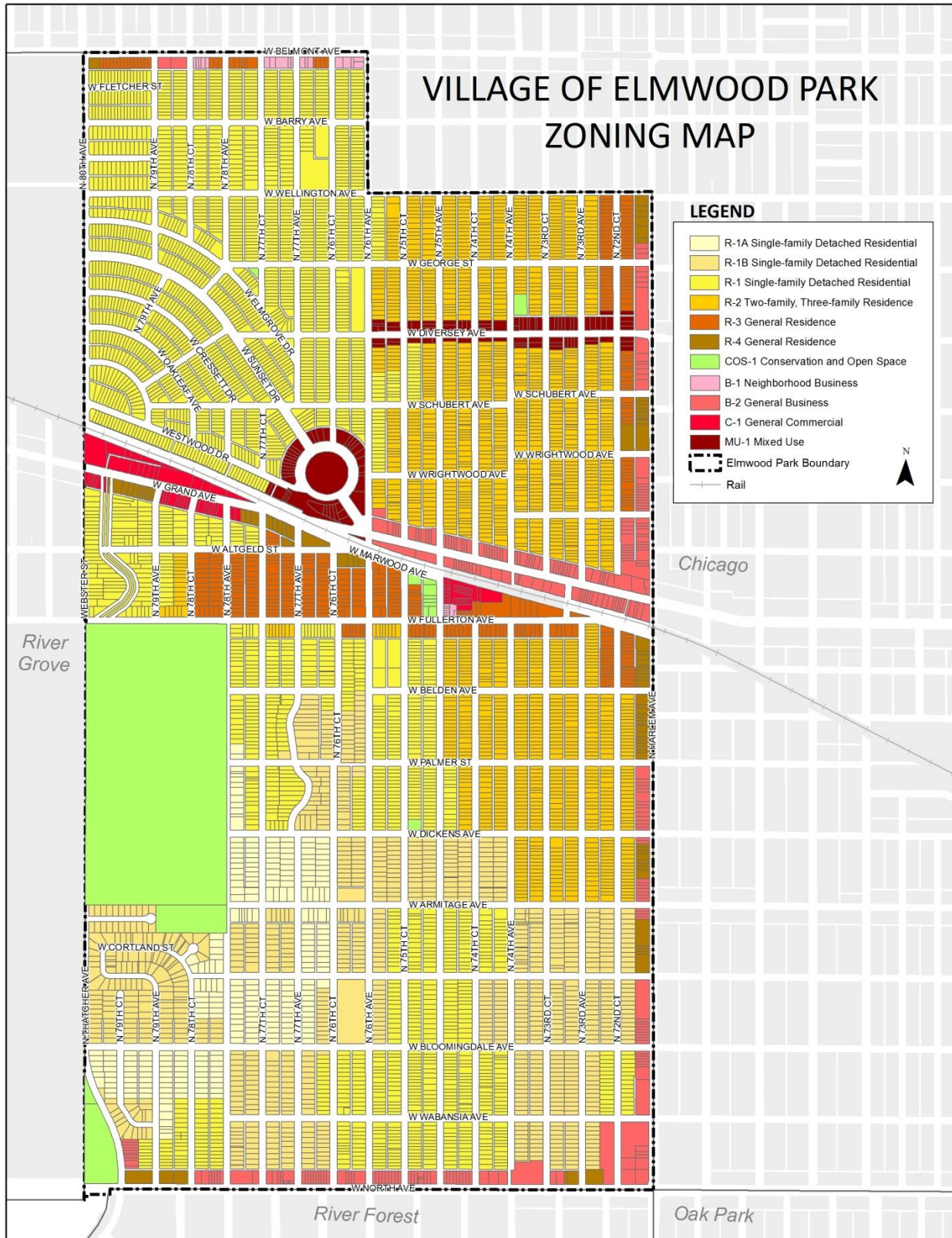
Following amendments to address Primary Priorities, attention to Secondary Priorities would further improve the clarity of the Village's zoning regulations with the inclusion of illustrations (Recommendation 6) and refine the design guidelines to realize the Village's vision for its commercial areas (Recommendations 7 and 8). While performing these revisions, the Village should also focus on modernizing its standards for signs and off-street parking. Finally, the Village should revise its administrative procedures to include a site plan review process that allows for efficient staff verification to ensure that the Village's new use, bulk, and landscape standards are being met (Recommendation 9).

As part of CMAP's partnership with the Village of Elmwood Park, CMAP staff will remain in contact with the Village over the next two years to answer any technical questions that may result from implementation of CMAP's zoning recommendations. Additionally, the Village may wish to hire a firm to complete a comprehensive revision of the Zoning Ordinance, which would allow the Village to guide the update process while freeing staff time to handle the Village's day-to-day business. As mentioned earlier in this document, form based standards would be appropriate for a number of the proposed districts, which would require specialized expertise. As part of this partnership, CMAP could assist in executing a request for proposals (RFP) to hire a consultant to update the Zoning Ordinance. The content of the RFP should be guided by the recommendations produced as part of this project and by CMAP's experience with RFPs for zoning projects in the region.

Completing the recommended revisions to the Zoning Ordinance will be a complex and time consuming endeavor, but it is an action that will pay enormous dividends to the Village by making it easier for local residents, property owners, and developers to invest in Elmwood Park for the long term.



Appendix. Existing Zoning Map (Reformatted)







CMAP

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